

Date:

**OVERS PICKING / DE-LOGGING LIST FOR EXTRA CHOICE CUPBOARD**

Sometimes, you don't have the chance to use the RF Guns or access to the computer for updating the picking list or by article after taking any items out from the Extra Choice cupboard. And sometimes, someone has forgotten to update it on the SAP system after you have told someone.

So, I've come up with a small solution. Basically, just write down either the article (POS) or EAN & Qty that you have taken out from the cupboard. I'll update it on SAP, using the RF Gun in my own time, and then I'll put a tick on the side with the Bin No., my initials, date & time that I've updated it on the SAP system, as well I've updated my checklists in Extra Choice Cupboard. Trust me; it'll make everybody's life much easier in the long run!

[illegible]